

**State of Maine**  
**Procurement Justification Form**  
**PRE-APPROVED NOI 0120200086 DATED 1/29/2020**

This form must accompany ALL contract requests and sole source requisitions submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

<b>PART I: OVERVIEW</b>			
Department Office/Division/Program:		DOL/BRS/DVR	
Department Contract Administrator or Grant Coordinator:		Terry Morrell	
(If applicable) Department Reference #:		DOL/BRS/DVR	
Estimated Contract or Grant Amount:	\$427,000 (per year)	Advantage CT / RQS #:	CT 12A 20210405*2657
AMENDMENT	Original Start Date:		New Start Date:
	Original End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
ALL OTHER	Proposed Start Date:	July,1,2021	Proposed End Date: June 30, 2022
Vendor/Provider/Grantee Name, City, State:		Disability Rights Maine (DRM), Augusta, ME	
Brief Description of Goods/Services/Grant:		Telecommunication Equipment Program (TEP)and the Civil Rights (CR) Program	

<b>PART II: JUSTIFICATION FOR VENDOR SELECTION</b>			
Mark an "X" before the justification(s) that applies to this request.			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
<b>X</b>	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

<b>PART III: SUPPLEMENTAL QUESTIONS</b>	
Please respond to ALL the following questions.	
<b>1. Provide a more detailed description of the goods, services or grant to supplement the response in Part I.</b>	
The Telecommunication Equipment Program (TEP) must be provided by Maine statute (Title 26, Chapter 19, 1419-A) and there is a critical need for community resources to advocate for the rights of Deaf, hard-of-hearing and late-deafened persons in the areas of employment, education, legal aid, and health care social services finance housing and other personal assistance.	
This would allow the management of the Civil Rights (CR) Program and the Telecommunications Equipment Program (TEP) for eligible deaf, hard-of-hearing, speech-impaired and all persons with disabilities in Maine. It would also serve as a clearinghouse for advocacy, information and State of Maine services for people who are Deaf or hard of hearing.	

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**PART III: SUPPLEMENTAL QUESTIONS**

**2. Provide a brief justification for the selected vendor to supplement the response in Part II.**

Disability Rights Maine (DRM) has extensive experience as an advocacy organization and provides the unique services required by having experience working with people who have hearing loss, knowing of needed equipment/resources, and being able to address issues of access.

When Maine Center on Deafness closed unexpectedly, DRM was the only agency at the time to provide these services. Due to the nature of what is being asked, in past RFPs, several agencies withdrew their bid. DRM was the only bidder for this contract during the last RFP 201602019.

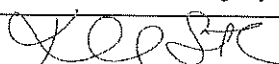
**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

The rate was set from previous years and based on what funds are available for the Civil Rights Program and the Telecommunications Equipment Program.

**4. Describe the plan for future competition for the goods or services.**

A RFP may be conducted prior to contract end date if needed.

**PART IV: APPROVALS**

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	Kimberly Smith Deputy Commissioner	<b>Date:</b>	4/16/2021
<b>Signature of DAFS Procurement Official:</b>	DocuSigned by: <i>Kathy Paquette</i>		
<b>Printed Name:</b>	41C2BA36FAF44CD... Kathy Paquette	<b>Date:</b>	4/20/2021

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